



State of Arizona  
Department of Education

Tom Horne  
Superintendent of  
Public Instruction

November 5, 2003  
CN# 07-04

**MEMORANDUM**

To: Child Care Program Directors

From: Melissa Steinle, Team Leader  
Child and Adult Care Food Program

Subject: New Application for CACFP

Thank you for your interest in providing nutritious meals for children and adults in your care. Enclosed is the CACFP application packet for new program sponsors. This packet contains useful information and instructions for completing the application packet. Please remember to utilize the CACFP Application Checklist to ensure that all necessary application materials are submitted.

Additionally, you will find several items in your packet that are required to distribute or make available to program participants once you are approved for the CACFP.

- WIC information must be made available to all program participants.
- Building for the Future (USDA) must be made available to all program participants
- CHIP is optional information that we encourage you to distribute to program participants

The CACFP at the Arizona Department of Education is looking forward to providing training and support to assist your administration of the CACFP. If you have any questions or need any assistance in completing your application, please call the Child Nutrition Office at (602) 542-8700.

Please visit the CACFP web site at [www.ade.az.gov/health-safety/cnp/cacfp](http://www.ade.az.gov/health-safety/cnp/cacfp) for Program updates and nutrition information.

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